

## 6/29/18 Update

### 30-Day Grace Period for New Jersey Online Registration Extensions

As a follow up to our May 2018 Bulletin, due to various issues with the online filing of New Jersey Charity Renewal Registration Forms and Extension Requests, effective today June 29, 2018 all organizations with a Fiscal Year End 12/31/2017 (due date of 6/30/2018) will be given an additional 30 days to file an extension.

The Charities Registration [website](#) has been updated accordingly.

May 2018

## Private Foundations Bulletin

### New Jersey Division of Consumer Affairs Issues Mandatory Online Registration

The [New Jersey Division of Consumer Affairs](#) ("NJ DCA") has recently issued a notice stating that after May 1, 2018 online filing of all New Jersey Charity Renewal Registration Forms and Extension Requests will be **mandatory**. Any Charity Renewal Registration Forms and Extension Requests received through the mail after May 1, 2018 will not be accepted and will be returned.

This means that the Form CRI-300R or CRI-200, along with the IRS Form 990/IRS Form 990-PF, now have to be completed by accessing the NJ DCA website. An authorized employee of the charitable organization must register on the [DCA portal](#) to request an account. Once established, that user can log into their "My NJ Account" and select *Add a New Charity* to gain access to the organization's renewal page. Typically, this request takes two business days to process.

In addition, the charitable organization is now required to use the electronic versions of the CRI-300R or CRI-200 forms and upload the completed IRS Form 990/ IRS Form 990-PF, along with the audited or reviewed financial statements (if required). Users will need to upload the signature page of the registration renewal form, after it has been signed by the required two officers of the charitable organization. The signature page applies to all forms with the exception of the CRI-400 which has a signature check off certification in the portal.

The following is a listing of pertinent forms that have been made available for online submission within the NJ DCA portal:

- CRI-200: Short Form Registration/Verification Statement
- CRI-150-I: Long Form Initial Renewal Registration/Verification Statement
- CRI-300R: Long Form Renewal Registration/Verification Statement
- CRI-400: Extension of Time to File the Annual Renewal Registration Statement and Financial Report for a Charitable Organization

Please remember that the NJ DCA requires registered charitable organizations to file and renew their registration on an annual basis. This renewal is due within six (6) months of the charitable organization's year-end. All registration fees must be paid online via major credit cards (Visa, MasterCard, Discover or American Express). A late fee of \$25 will be automatically assessed for filings made after the annual due date.

## Contact Us

Should you have any questions, please contact the following experienced professionals in our Philanthropic and Private Foundation Services Practice:

**Thomas F. Blaney, CPA, CFE**  
Partner, Co-Director of Foundation Services  
[tblaney@pkfod.com](mailto:tblaney@pkfod.com)

**Christopher D. Petermann, CPA**  
Partner, Co-Director of Foundation Services  
[cpetermann@pkfod.com](mailto:cpetermann@pkfod.com)

[www.pkfod.com](http://www.pkfod.com)

## About PKF O'Connor Davies

PKF O'Connor Davies, LLP is a full-service certified public accounting and advisory firm with a long history of serving clients both domestically and internationally. With roots tracing to 1891, nine offices in New York, New Jersey, Connecticut and Maryland, and more than 700 professionals, the Firm provides a complete range of accounting, auditing, tax and management advisory services. PKF O'Connor Davies is ranked 29th on *Accounting Today's* 2018 "Top 100 Firms" list and is recognized as one of the "Top 10 Fastest-Growing Firms." PKF O'Connor Davies is also recognized as a "Leader in Audit and Accounting" and is ranked among the "Top Firms in the Mid-Atlantic," by *Accounting Today*. In 2018, PKF O'Connor Davies was named one of the 50 best accounting employers to work for in North America, by *Vault*.

PKF O'Connor Davies provides specialized services to not-for-profit organizations. Our dedicated industry practice serves over 3,000 not-for-profit organizations, including 250 private foundations (i.e., family, corporate, community and independent foundations) as well as grant making organizations. We are committed to the not-for-profit industry and continue to invest in our professionals by providing training, state-of-the-art technology and audit and tax guidance to meet the evolving needs of the not-for-profit community.

PKF O'Connor Davies is the lead North American representative in PKF International, a global network of legally independent accounting and advisory firms located in over 400 locations, in 150 countries around the world.

Our Firm provides the information in this e-newsletter for general guidance only, and it does not constitute the provision of legal advice, tax advice, accounting services, or professional consulting of any kind.